

**City of Jacksonville**

# **ANNUAL ACTION PLAN**

**FY 2016-2017**



Submitted to the Citizens of Jacksonville  
and the US Department of Housing and Urban  
Development

May 15, 2016



## Table of Contents

Executive Summary.....	3
AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b) .....	3
PR-05 Lead & Responsible Agencies – 91.200(b).....	7
AP-10 Consultation – 91.100, 91.200(b), 91.215(l).....	9
AP-12 Participation – 91.105, 91.200(c) .....	19
Expected Resources .....	23
AP-15 Expected Resources – 91.220(c) (1, 2) .....	23
Annual Goals and Objectives .....	26
AP-35 Projects – 91.220(d) .....	29
Projects .....	30
AP-38 Projects Summary.....	30
AP-50 Geographic Distribution – 91.220(f).....	35
Affordable Housing .....	36
AP-55 Affordable Housing – 91.220(g) .....	36
AP-60 Public Housing – 91.220(h).....	38
AP-65 Homeless and Other Special Needs Activities – 91.220(i).....	39
AP-75 Barriers to affordable housing – 91.220(j) .....	42
AP-85 Other Actions – 91.220(k) .....	43
Program Specific Requirements.....	47
Citizen Participation Comments .....	48
Public Notice .....	50
Grantee SF-424's and Certification(s) .....	51

## **Executive Summary**

### **AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)**

#### **1. Introduction**

The City of Jacksonville is an Entitlement City according to the U.S. Department of Housing and Urban Development (HUD). Accordingly, the City receives annual allocations of funding for Housing and Community Development activities under the Community Development Block Grant Program (CDBG). As an entitlement city, and as a prerequisite to funding, the City must conduct a comprehensive assessment of its housing and community development needs.

This is the City of Jacksonville's third year Action Plan of a Five Year Strategic Plan covering the period July 1, 2014 to June 30, 2018 that identifies activities the City will undertake in Fiscal Year 2016-2017. These activities are designed to address priority needs in the community. The Plan describes the resources available, the programs and projects to be funded and the proposed accomplishments for fiscal year 2016-2017.

It is estimated that a total of \$343,231 in CDBG funds and approximately \$176,740 in program income for a total of \$519,971 will be available for new programming to carry out the activities included in this third year. In addition, approximately \$455,602 in prior year funds remains available and will be used to support previously programmed and ongoing community development activities. The Affordable Housing Construction Fund continues to be available and will be used to support acquisition of property within future Neighborhood Revitalization Strategy Areas (NRSAs), other target areas as may be identified, construction of affordable housing on city-owned lots, or to provide low-interest loans to private developers for the construction of affordable housing.

Unfortunately, funding for the CDBG program continues to decrease. The FY16-17 allocation is 0.7% below the prior year funding level. As such, with very limited and declining CDBG resources, relative to total need, it is unfortunate that ALL of the needs within the community cannot be addressed within any single year's budget.

#### **2. Summarize the objectives and outcomes identified in the Plan**

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

It is the objective of this plan to continue to address the priority needs that were identified during the preparation of the Consolidated Plan. As such, during this program year, CDBG funds will continue to be

used to support efforts that address affordable housing, homelessness, and services for special needs populations. Priority consideration will also continue to be given to projects in the New River target area and the Downtown Neighborhood Revitalization Strategy Area.

Specifically, the activities proposed for CDBG funding include:

Administration	\$ 83,195
Project delivery	\$ 72,710
Clearance and demolition	\$ 30,000
Nonprofit Funding	\$ 30,000
Residential Rehabilitation	\$104,066
Affordable Housing	<u>\$200,000</u>
<b>Total:</b>	<b>\$519,971</b>

### **3. Evaluation of past performance**

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City prepares the Consolidated Annual Performance and Evaluation Report (CAPER), which captures progress toward meeting the goals established in the Consolidated Plan and Annual Action Plans. CDBG funds are used exclusively for meeting the three goals of: providing decent housing; a suitable living environment; and/or, expanding economic opportunities. Funds are also used to principally benefit low and moderate income households. Staff, in collaboration with the Community Development Advisory Committee (CDAC), continually monitors performance and makes adjustments to resource allocations and policies as needed to improve operational efficiency and program delivery. Overall, the City of Jacksonville has successfully utilized CDBG funding to meet community needs and benefit low and moderate income citizens. Historically, this success has included using CDBG funding to assist with installation of infrastructure to support the development of new affordable rental units; rehabilitation of single-family homes; acquisition and reconstruction of single-family housing to promote neighborhood revitalization and homeownership; demolition and clearance to assist in the elimination of slum and blight; investment in public facilities to ensure the availability of daycare services, recreation, and after-school programs; public service activities such as services for homelessness, victims of domestic violence, transportation, & rent and utility assistance; and partnerships with the North Carolina Housing Finance Agency to provide down payment assistance to first-time homebuyers. The City foresees continued progress through this new Plan.

#### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

During the preparation of the FY16-17 Annual Action Plan, staff conducted one community input meeting that was held January 12, 2016 and two Funding Opportunity Workshops for nonprofit organizations were held February 9th and 10th, 2015. The community input meeting was held at Sandy Run Missionary Baptist Church, located in the New River target area to further ensure that citizens from this area had an opportunity to provide input. In addition, the Community Development Advisory Committee also provides input during the bi-monthly committee meetings and staff attends various community meetings. Public notices were placed in the local paper and announcements ran on G10, the local government channel.

A draft of the Annual Action plan was made available for public comment and review from April 3, 2016 through May 3, 2016. A public hearing was held on April 19, 2016.

#### **5. Summary of public comments**

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

During the Community Input Meeting held on January 12, 2016. Comments were received and ranked by those in attendance. Staff then organized the comments by potential funding sources such as CDBG, City, Private Sector and Nonprofit. A summary of the comments is attached.

There were no comments received during the public comment period which was held from April 3, 2016 through May 3, 2016 and no comments received during the public hearing that was held on April 19, 2016.

#### **6. Summary of comments or views not accepted and the reasons for not accepting them**

There were several comments received during the Community Input meeting held on January 12, 2016. While several of the comments can be addressed by the City and/or through collaborative partnerships with non-profit organizations, one comment was not accepted. For example, over the years there have been numerous requests for a pool. Due to limited funding and liability concerns, the City has no plans to construct a public swimming pool. However, during FY15-16 a splash pad was installed at Jack Amyette Recreation Center.

There were no comments received during the public comment period and no comments received during the public hearing.

#### **7. Summary**

In summary, the overall priorities for the use of CDBG funds are to increase access to affordable housing, public facilities and supportive services for homeless and low and moderate income citizens so that they can achieve a reasonable standard of living. The City is committed to allocating funds that serve the needs of our lower income and disadvantaged citizens and to target areas that have the greatest need. The City has identified housing strategies and special needs populations that should receive the highest priority in the expenditure of federal funds. These priorities can be achieved through a combination of providing decent and affordable housing; investing in community development activities in targeted lower-income and deteriorating neighborhoods and in facilities that serve lower income persons, areas and/or special needs populations; and by investing in supportive services designed to maintain independence and enhance the quality of life of our citizens.

By focusing on these overall priorities, the City seeks to address community concerns such as:

- **AFFORDABLE HOUSING** - The need for additional decent, safe and affordable housing to address the gap between housing costs and local incomes;
- **HOMELESSNESS** - A network of shelter, housing, and services that prevent homelessness, including rapid re-housing and permanent housing opportunities;
- **SUITABLE LIVING ENVIRONMENT** - Programs that improve community facilities and increase access to quality services such as transportation, employment training, senior and youth activities and anti-crime programs. Provide for sustainable neighborhoods through activities such as the elimination of slum and blight conditions and infrastructure improvements, laying the foundation for increased private investment;
- **SPECIAL NEEDS HOUSING & SPECIAL POPULATIONS** – Affordable housing and supportive services that increase the ability of seniors, persons with disabilities, veterans, and others with special needs to live independently, avoid institutions, and improve their quality of life.

## PR-05 Lead & Responsible Agencies – 91.200(b)

### 1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role		Name	Department/Agency
Lead Agency		JACKSONVILLE	
CDBG Administrator			Development Services Department/City of Jacksonville
HOPWA Administrator			
HOME Administrator			
HOPWA-C Administrator			

**Table 1 – Responsible Agencies**

### Narrative (optional)

The Community Development Block Grant program is administered by City staff located in the Development Services Department, Community Development Division.

### Consolidated Plan Public Contact Information

Lillie R. Gray, Community Development Administrator

City of Jacksonville

Community Development Division

PO Box 128

Jacksonville, NC 28541-0128

Office: 910.938.5285

Fax: 910.938-5044

Email: [lgray@jacksonvillenc.gov](mailto:lgray@jacksonvillenc.gov)



## **AP-10 Consultation – 91.100, 91.200(b), 91.215(l)**

### **1. Introduction**

As part of the planning process, staff consulted with service providers and other entities with a potential interest in or knowledge of housing and non-housing community development issues. Staff also attended various community meetings to include the Advisory Board Summit, to obtain input on the priority needs of the community.

#### **Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))**

The Community Development staff meets periodically with affordable housing providers, developers, and representatives from various public services agencies to identify opportunities to collaborate. Additionally, staff attends quarterly Family Services Training, where representatives from approximately 40 local agencies meet to share and receive information on community needs and to identify gaps in resources. The Community Development Administrator also serves on the Section 8 Family Self-Sufficiency Committee and attends quarterly meetings of the Non-Profit Executive Roundtable. Through these various networking opportunities, staff is provided with an opportunity to stay abreast of needs in the community and enhance coordination.

#### **Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

The Community Advisory Network Developing Onslow (CAN-DO), an advisory board affiliated with the United Way of Onslow County, serves as the lead entity representing the interests of the City of Jacksonville as part of the NC Balance of State, Continuum of Care. CAN-DO is a community-wide collaboration established to identify and assess the needs of homeless persons in Onslow County. This organization seeks access to available grants for planning and gathering data, and prevention and intervention strategies. Comprised of stakeholders representing public, private, and non-profit organizations, CAN-DO's comprehensive and diverse membership is the leading partnership to address homeless issues. The collaboration with the United Way allows for greater leveraging of resources under its 501(c)(3) status, greater visibility and adds validity and credibility to the coalition.

The CAN-DO Advisory Board has created a strategic framework based on national best practices in addition to selecting an initial target population. These best practices, as identified in Opening Doors, the federal plan to end homelessness, have served as the backbone during a four-month strategic planning process to create a local, actionable plan. Supported with guidance from the NC Coalition to End Homelessness and backed by local data gathered during the annual HUD-mandated Point-In-Time

Count, the CAN-DO membership has identified the initial focus of the plan to address at-risk and imminently homeless children and families. The group believes that by focusing on a specific, target population, success can be defined and tracked clearly from the beginning with the hope of creating a local model that can be duplicated in the future to address additional populations, such as homeless veterans. Community Development staff periodically attends monthly meetings to stay abreast of and assist with coordination efforts. Personal consultations are also held with the Executive Director of the Homeless Shelter, United Way and the Solutions for Stability Coordinator.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

Onslow County is part of the NC Balance of State, which is organized into Regional Committees. Each Regional Committee is represented by a Regional Lead, who organizes local meetings and sits on the Balance of State Steering Committee. The Regional Lead for Onslow County is CAN-DO. Applicants seeking ESG funds submit their request through the regional committee, which ranks them and makes recommendations. Onslow Community Outreach administers the local HMIS. Consultation occurs through periodic attendance at monthly meetings of CAN-DO. Staff also periodically meets with representatives serving the homeless to discuss housing and public service needs.

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities**

**Table 2 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	1st Mariner Mortgage
	<b>Agency/Group/Organization Type</b>	Housing Lender
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation regarding resources available for first-time homebuyers. Anticipated outcome of increasing homeownership opportunities through use of down payment assistance and increased access to home buyer education.
2	<b>Agency/Group/Organization</b>	Abundant Life Community Outreach
	<b>Agency/Group/Organization Type</b>	Housing Services-Education
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Attendance at monthly meetings with anticipated outcome of increasing access to affordable housing and home ownership opportunities, financial literacy and new business opportunities.
3	<b>Agency/Group/Organization</b>	Brigade Boys and Girls Club
	<b>Agency/Group/Organization Type</b>	Services-Children
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation held to discuss opportunities to increase access to services for at-risk youth.
4	<b>Agency/Group/Organization</b>	City of Jacksonville
	<b>Agency/Group/Organization Type</b>	City Departments
	<b>What section of the Plan was addressed by Consultation?</b>	Community Development Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation with various departments within the City such as Development Services, Public Services, Recreation and Parks and Public Safety to identify area for improved coordination and collaboration, as relates to the delivery of services for low and moderate income citizens and neighborhoods.
5	<b>Agency/Group/Organization</b>	Coastal Carolina Community College
	<b>Agency/Group/Organization Type</b>	Services-Education Other government - State
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Economic Development Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation with anticipated outcome of providing increasing distribution of information to citizens regarding educational opportunities for citizens interested in starting or expanding their business and nonprofit capacity building. Anticipated outcome of increasing opportunities for new business start-ups, job training, capacity building and reduction in poverty.
6	<b>Agency/Group/Organization</b>	EAST CAROLINA COMMUNITY DEVELOPMENT INC
	<b>Agency/Group/Organization Type</b>	Housing

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation with anticipated outcome of increasing affordable housing opportunities and improving coordination between public sector, private and non-profit organizations and churches.
7	<b>Agency/Group/Organization</b>	East Carolina Human Services
	<b>Agency/Group/Organization Type</b>	Housing PHA Services - Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation regarding resources available for first-time homebuyers. Anticipated outcome of increasing homeownership opportunities through use of down payment assistance and increased access to home buyer education.
8	<b>Agency/Group/Organization</b>	First Citizens Bank
	<b>Agency/Group/Organization Type</b>	Housing Lender
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation regarding resources available for first-time homebuyers. Anticipated outcome of increasing homeownership opportunities through use of down payment assistance and increased access to home buyer education.

9	<b>Agency/Group/Organization</b>	Homeowners Mortgage
	<b>Agency/Group/Organization Type</b>	Housing Lender
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation regarding resources available for first-time homebuyers. Anticipated outcome of increasing homeownership opportunities through use of down payment assistance and increased access to home buyer education.
10	<b>Agency/Group/Organization</b>	Jacksonville/Onslow Chamber of Commerce
	<b>Agency/Group/Organization Type</b>	Business and Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Attend committee meetings to obtain information on resources available for small businesses. Anticipated outcome of increasing access to resources for small businesses.
11	<b>Agency/Group/Organization</b>	Movement Mortgage
	<b>Agency/Group/Organization Type</b>	Lender
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation with anticipated outcome of increasing access to affordable mortgage options for first-time home buyers. Continue to partner on the delivery of home buyer education classes to increase pool of potential home buyers.

12	<b>Agency/Group/Organization</b>	NORTH CAROLINA HOUSING FINANCE AGENCY
	<b>Agency/Group/Organization Type</b>	Housing Services-Education
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs Market Analysis
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Attend meetings to obtain information on resources available for first-time homebuyers. Anticipated outcome of increasing homeownership opportunities through use of down payment assistance and increased access to home buyer education.
13	<b>Agency/Group/Organization</b>	ONSLOW COMMUNITY OUTREACH
	<b>Agency/Group/Organization Type</b>	Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation held to obtain information on needs of homeless persons. Anticipated outcome of providing facilities sufficient for providing food and emergency shelter and increasing access to transitional and/or rapid re-housing opportunities for homeless individuals and families.
14	<b>Agency/Group/Organization</b>	ONSLOW UNITED TRANSIT SYSTEM, INC.
	<b>Agency/Group/Organization Type</b>	Services - Transportation

	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation held to obtain input on needs of citizens. Anticipated outcome of increasing access to transportation for special needs citizens.
15	<b>Agency/Group/Organization</b>	Onslow Women's Center
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Victims of Domestic Violence
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Families with children Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation held to obtain input on needs of clients Anticipated outcome of increasing access to affordable and transitional housing.
16	<b>Agency/Group/Organization</b>	Salvation Army
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation held to obtain input on needs of clients with goal of increasing access to services such as rent and utility assistance. This outcome also assists with the homeless prevention strategy.



17	<b>Agency/Group/Organization</b>	State Employees Credit Union
	<b>Agency/Group/Organization Type</b>	Housing Services-Education Lender
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation with anticipated outcome of increasing access to affordable mortgage options for first-time home buyers. Continue to partner on the delivery of home buyer education classes to increase pool of potential home buyers.
18	<b>Agency/Group/Organization</b>	Tri-Counties Crusaders
	<b>Agency/Group/Organization Type</b>	Services - Ex-Offenders
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation held to obtain input on needs of ex-offenders with goal of developing a re-entry program to include access to employment opportunities, housing and education.
19	<b>Agency/Group/Organization</b>	UNITED WAY OF ONSLOW COUNTY
	<b>Agency/Group/Organization Type</b>	Services-homeless

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Market Analysis
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation held to obtain input on needs of homeless persons and persons at risk of homelessness to include veterans. Anticipated outcome of increasing access to financial literacy programs and rapid re-housing services.

**Identify any Agency Types not consulted and provide rationale for not consulting**

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	CAN-DO	The goals of the Strategic Plan overlap with the goals of this plan in that the priority is to increase the number of housing units affordable to homeless persons with steady incomes. This is accomplished by providing rapid-rehousing opportunities and financial literacy..

**Table 3 – Other local / regional / federal planning efforts**

**Narrative (optional)**

## **AP-12 Participation – 91.105, 91.200(c)**

### **1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting**

During the preparation of this plan, the City used a variety of methods to broaden citizen participation. Outreach efforts included public meetings, a public hearing, and staff attendance at the Advisory Committee Summit and other meetings and/or consultation with various housing and human services organizations. One community input meeting and two funding opportunity workshops were held; input was received from the Community Development Advisory Committee; and advertisements were placed in the Jacksonville Daily News, on the City's website, and on government channel G10. Priorities identified during the preparation of the Five Year Consolidated Plan as well as new information received during the community input meeting and Advisory Committee Summit were considered when setting the goals for FY16-17.

#### **Citizen Participation Outreach**

<b>Sort Order</b>	<b>Mode of Outreach</b>	<b>Target of Outreach</b>	<b>Summary of response/attendance</b>	<b>Summary of comments received</b>	<b>Summary of comments not accepted and reasons</b>	<b>URL (If applicable)</b>
1	Newspaper Ad	Minorities  Non-targeted/broad community	Notices placed in the Daily News of Jacksonville on Sunday, April 3, 2016, Sunday, April 17, 2016 and Sunday, May 8, 2016.	N/A	N/A	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Meeting	Minorities  Non-targeted/broad community	Meeting held on January 12, 2016 at Sandy Run Missionary Baptist Church. Approximately 15 citizens were in attendance.	Comments were received and ranked by those in attendance. Staff then organized the comments by potential funding sources such as CDBG, City, Private Sector and Nonprofit.	Comments related to activities that did not meet a HUD national objective were not considered.	
3	G10 - Government Channel	Non-targeted/broad community	Government channel announcing the development of the plan, meeting schedule, and public comment periods, and request for citizen input. The Community Development Advisory Committee meetings are also aired on this channel.	N/A	N/A	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Public Meeting	Advisory Committee Members	The Summit was hosted by City Council and attended by members of the City's Advisory Committees.	Comments were received and ranked by those in attendance. Staff then presented the comments to the Community Development Advisory Committee for consideration. Three of the comments were selected for further consideration. These includes: Improve Older Developments (Streets, Sidewalks, Power lines); Increased Industry and Manufacturers Jobs; and More Leadership Engagement in Lower Income Communities.	Comments related to activities that did not meet a HUD national objective were not considered.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Public Meeting	Non Profit Organizations	The workshops were attended by 21 representatives from nonprofit organizations.	No specific comments relative to CDBG funding was received.	N/A	

**Table 4 – Citizen Participation Outreach**

## Expected Resources

### AP-15 Expected Resources – 91.220(c) (1, 2)

#### Introduction

The City of Jacksonville is an Entitlement City according to the U.S. Department of Housing and Urban Development (HUD) criteria. Accordingly, the City receives annual allocations of funding for Housing and Community Development activities under the Community Development Block Grant Program (CDBG).

It is anticipated that a total of \$343,231 in CDBG entitlement funds and approximately \$176,740 in program income for a total of \$519,971 will be available for programming to carry out the activities included in this third year action plan. The Affordable Housing Construction Fund in the amount of \$211,829 continues to be available and may be used to support acquisition of property within the proposed Neighborhood Revitalization Strategy Area (NRSA), reconstruction of affordable housing on city-owned lots or development of affordable rental units. The CREATE program has been permanently discontinued and the \$224,038 remaining in this account was returned to the local account and used to support rehabilitation of the new homeless shelter which will include a day shelter and soup kitchen.

Over the last decade, the CDBG program has continued to see a decline in funding and this trend is expected to continue or at best, level off. As such, with very limited and declining CDBG resources, relative to total need, it is unfortunate that ALL of the needs cannot be addressed within any single year's budget.

Fortunately, local organizations also receive Emergency Shelter Grant (ESG) funds, Emergency Food and Shelter funds, Section 8 Housing Choice Voucher funds, private grants from United Way, and general funds from the City. These funds are also used to meet community needs are often leveraged with CDBG funds. Additional resources used to leverage CDBG funds also include Low Income Housing Tax Credits (LIHTC) and Down

Payment Assistance from the North Carolina Housing Finance Agency.

### Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	342,231	176,740	0	518,971	684,462	Annual Entitlement Funding
Other	public - federal	Acquisition Housing	0	0	0	0	0	

Table 5 - Expected Resources – Priority Table

### Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

CDBG funds will continue to be leveraged with private, state and local funds in order to have a greater impact in the community. In FY16-17, CDBG public service funds will be allocated to Onslow Community Outreach, Onslow County Partnership for Children, Onslow United Transit, Onslow Women's Center, United Way and Salvation Army. CDBG funds will also be leveraged with local funding through our collaborative partnerships with the Streets Division, Fire Department, Transportation and Recreation and Parks.



**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

Publically owned land will be used through the Public-Private Partnership to construct affordable housing, primarily in the Downtown Neighborhood Revitalization Strategy Area. This will meet the priority need in the Affordable Housing category: property acquisition for development of affordable housing. Should the opportunity arise, additional property may be acquired to further meet this need. Finally, through our partnership with Recreation and Parks, publically owned property may be used to provide new access to public improvements, such as park improvements in target areas.

**Discussion**

Overall, as a result of economic factors, this plan anticipates limited additional resources and the primary source of leveraging will be local funds. However, the City will continue to work to identify opportunities to access additional funding sources.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Suitable Living Environment - Demolition/Clearance	2014	2018	Non-Housing Community Development	New River Area	Suitable Living Environment	CDBG: \$30,000	Buildings Demolished: 10 Buildings
2	Suitable Living Environment - Public Services	2014	2018	Homeless Non-Homeless Special Needs	New River Area	Homelessness Suitable Living Environment Special Populations	CDBG: \$30,000	Public service activities other than Low/Moderate Income Housing Benefit: 250 Persons Assisted Tenant-based rental assistance / Rapid Rehousing: 2 Households Assisted Homeless Person Overnight Shelter: 250 Persons Assisted
3	Affordable Housing - Rehabilitation	2014	2018	Affordable Housing	New River Area	Affordable Housing Suitable Living Environment	CDBG: \$104,066	Homeowner Housing Rehabilitated: 4 Household Housing Unit
4	Affordable Housing - Acquisition/Development	2015	2018	Affordable Housing		Affordable Housing	CDBG: \$200,000	Rental units constructed: 56 Household Housing Unit

**Table 6 – Goals Summary**

**Goal Descriptions**

<b>1</b>	<b>Goal Name</b>	Suitable Living Environment - Demolition/Clearance
	<b>Goal Description</b>	The purpose of this goal is to provide for the demolition and clearance of dilapidated structures to aid in the elimination of slum and blight conditions in the City.
<b>2</b>	<b>Goal Name</b>	Suitable Living Environment - Public Services
	<b>Goal Description</b>	This goal will assist with addressing the needs of special populations in the community by providing grants to nonprofit organizations. This includes organizations that provide services for homeless persons and persons at risk of homelessness, victims of domestic violence, at-risk youth, and income eligible households in need of transportation. It is estimated that 500 persons will be served in FY16-17.
<b>3</b>	<b>Goal Name</b>	Affordable Housing - Rehabilitation
	<b>Goal Description</b>	The Residential Rehabilitation Program provides low interest loans and grants to assist with repairs needed to bring owner occupied homes into compliance with minimum housing standards and other repairs needed to provide for safe and decent housing. It is estimated that four low-income households will be assisted through the Residential Rehabilitation Program.
<b>4</b>	<b>Goal Name</b>	Affordable Housing - Acquisition/Development
	<b>Goal Description</b>	In partnership with a private developer, this goal will assist with the construction of 56 affordable rental units for households earning less than 60 percent of the area median income.

**Table 7 – Goal Descriptions**

**Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):**

The provision of safe, decent and affordable housing for both renters and owners continues to be a priority for the City of Jacksonville. According to Needs Assessment Survey that was completed during the preparation of the Five Year Consolidated Plan, citizens ranked tenant-based rental assistance and property acquisition for the development of affordable housing top priorities in the Affordable Housing category.

As a result, the City will partner with a private developer to construction 56 affordable rental units in the City. The City will continue to use CDBG funds to assist the United Way with it homeless prevention efforts. In partnership with the Salvation Army, rental assistance will continue to be provided to extremely low and low-income households who are at risk of homeless. Funding will also continue to be made available through the residential rehabilitation program and four low-income households will be assisted. Prior year funds on hand will also be used to provide down payment assistance to at least one moderate-income first-time homebuyer.

## **AP-35 Projects – 91.220(d)**

### **Introduction**

This third year Action Plan includes the projects the City will undertake in Fiscal Year 2016-2017. These projects are designed to address priority needs in the community. This section of the Plan describes the resources available and the programs and activities to be funded.

These projects are designed to benefit low and moderate income households and support neighborhood revitalization efforts. Unfortunately, with very limited CDBG resources, relative to total need, it is unfortunate that ALL of the needs cannot be addressed within any single year's budget.

#	Project Name
1	Administration
2	Project Delivery
3	Clearance and Demolition
4	Non Profit Funding
5	Residential Rehabilitation
6	Affordable Housing

**Table 8 – Project Information**

### **Describe the reasons for allocation priorities and any obstacles to addressing underserved needs**

Funding is allocated based on the priorities identified in the Needs Assessment Survey and the City's ability to carry-out the programs in a timely manner.

## Projects

### AP-38 Projects Summary

#### Project Summary Information

Table 9 – Project Summary

<b>1</b>	<b>Project Name</b>	Administration
	<b>Target Area</b>	Downtown NRSA New River Area
	<b>Goals Supported</b>	Suitable Living Environment - Public Services Suitable Living Environment - Demolition/Clearance Affordable Housing - Acquisition/Development Affordable Housing - Rehabilitation
	<b>Needs Addressed</b>	Homelessness Suitable Living Environment Special Needs Housing Special Populations Affordable Housing
	<b>Funding</b>	CDBG: \$83,195
	<b>Description</b>	Administration of the CDBG program to ensure timely use of funds, effective planning, programming, compliance, citizen participations and coordination of other governmental agencies.
	<b>Target Date</b>	6/30/2017

2	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Not applicable
	<b>Location Description</b>	Not applicable
	<b>Planned Activities</b>	Operating costs associated with the administration of the CDBG program.
	<b>Project Name</b>	Project Delivery
	<b>Target Area</b>	Downtown NRSA New River Area
	<b>Goals Supported</b>	Suitable Living Environment - Public Services Suitable Living Environment - Demolition/Clearance Affordable Housing - Acquisition/Development Affordable Housing - Rehabilitation
	<b>Needs Addressed</b>	Homelessness Suitable Living Environment Special Populations Affordable Housing
	<b>Funding</b>	CDBG: \$72,710
	<b>Description</b>	Operating costs associated with implementing and carrying out eligible CDBG activities.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that four income eligible households will be assisted through the Residential Rehabilitation Program and 56 households will benefit from new affordable housing. Approximately 500 citizens will benefit from public service activities.
	<b>Location Description</b>	Programs are offered city-wide.

	<b>Planned Activities</b>	Project delivery costs associated with the implementing CDBG eligible activities.
<b>3</b>	<b>Project Name</b>	Clearance and Demolition
	<b>Target Area</b>	New River Area
	<b>Goals Supported</b>	Suitable Living Environment - Demolition/Clearance
	<b>Needs Addressed</b>	Suitable Living Environment
	<b>Funding</b>	CDBG: \$30,000
	<b>Description</b>	Demolition of dilapidated structures to aid in the elimination of slum and blight conditions.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Not applicable.
	<b>Location Description</b>	This activity will occur city-wide.
	<b>Planned Activities</b>	Demolition of 10 dilapidated structures.
<b>4</b>	<b>Project Name</b>	Non Profit Funding
	<b>Target Area</b>	
	<b>Goals Supported</b>	Suitable Living Environment - Public Services
	<b>Needs Addressed</b>	Suitable Living Environment Special Populations
	<b>Funding</b>	CDBG: \$30,000
	<b>Description</b>	Grants will be provided to nonprofit organizations that provide public services to low-income persons and households, at-risk youth, homeless persons and victims of domestic violence.
	<b>Target Date</b>	6/30/2017



	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 500 persons will benefit from this assistance.
	<b>Location Description</b>	Services are provided to nonprofit organizations located in and whom serve city residents.
	<b>Planned Activities</b>	This funding will be used to support organizations that provide transportation assistance, rent and utility assistance, housing and shelter for homeless persons and victims of domestic violence and services for at-risk youth.
<b>5</b>	<b>Project Name</b>	Residential Rehabilitation
	<b>Target Area</b>	
	<b>Goals Supported</b>	Affordable Housing - Rehabilitation
	<b>Needs Addressed</b>	Suitable Living Environment
	<b>Funding</b>	CDBG: \$104,066
	<b>Description</b>	Low interest loans and grants will be provided to income eligible owner occupants to assist with the rehabilitation of their home.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that four households will be assisted through the Residential Rehabilitation program.
	<b>Location Description</b>	This program is offered city-wide.
	<b>Planned Activities</b>	
<b>6</b>	<b>Project Name</b>	Affordable Housing
	<b>Target Area</b>	
	<b>Goals Supported</b>	Affordable Housing - Acquisition/Development

<b>Needs Addressed</b>	Affordable Housing
<b>Funding</b>	CDBG: \$2,000,000
<b>Description</b>	Low interest loan to support the development of 56 units of affordable rental housing.
<b>Target Date</b>	6/30/2017
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 56 households earning less than 60% of the area median income will benefit from this activity.
<b>Location Description</b>	Within the city-limits.
<b>Planned Activities</b>	

## **AP-50 Geographic Distribution – 91.220(f)**

### **Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

The geographic area includes the city limits of Jacksonville. In addition, the City has a HUD approved Neighborhood Revitalization Strategy Area (NRSA) and a low-income census tract (26), which includes the New River Area. Assistance will be provided throughout the city with priority consideration given to funding activities in the NRSA and New River Area to the greatest extent feasible.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
Downtown NRSA	
New River Area	
Downtown Area	

**Table 10 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

The HUD approved NRSA was approved in October 2012 and activities are ongoing in this area. Census tract 26 which includes the New River Area is proposed for targeting due to its concentration of low-income households, poverty, housing problems and housing cost burdens. In addition, the New River area was consistently mentioned during community input meetings as an area that should receive priority attention from the City.

### **Discussion**

To the greatest extent feasible, funding will be targeted in these geographic areas. However, in order to ensure the timely expenditure of funds, activities will continue to be funded on a first-come first-served basis.

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

In FY16-17 the City will make available prior year funds on hand to expand affordable housing opportunities through a number of initiatives as follows:

**Down Payment Assistance Program:** These funds will be targeted to income eligible and credit worthy buyers interested in purchasing a home in the Downtown Neighborhood Revitalization Strategy Area, who are also unable to access funding from the North Carolina Housing Finance Agency (NCHFA). Understanding the challenges and barriers that face many of our homebuyers, the goal this year is to serve at least one new buyer through this program.

**New Homes Loan Pool program:** This program provides down payment assistance and is administered by the NCHFA. The City will continue to participate in this program by providing the 8-hour Home Buyer Education class. This class is offered six times per year and will serve approximately 60 persons. In addition, the City will continue to assist homebuyers interested in purchasing a home within the City limits access this funding source.

**Housing Rehabilitation Program:** This program is designed to ensure that low income homeowners have decent, safe and affordable housing. The City will continue to offer low interest loans and grants with a goal of assisting four households.

**Affordable Housing Construction:** Through a partnership with a local developer, 56 units of affordable housing will be constructed and made available to households earning less than 60% of the area median income.

**Public Services:** Through a partnership with local nonprofit organizations, the City will provide funding for rent and utility assistance. A minimum of 50 households will benefit from this activity. Of this number, at least two homeless households will be rapidly re-housed.

One Year Goals for the Number of Households to be Supported	
Homeless	2
Non-Homeless	109
Special-Needs	0
Total	111

**Table 11 - One Year Goals for Affordable Housing by Support Requirement**

One Year Goals for the Number of Households Supported Through	
Rental Assistance	50
The Production of New Units	56
Rehab of Existing Units	4
Acquisition of Existing Units	1
Total	111

**Table 12 - One Year Goals for Affordable Housing by Support Type**

## Discussion

The affordable housing initiatives proposed for FY16-17 will support further development of affordable housing in the Downtown Neighborhood Revitalization Strategy Area and will assist income eligible households in purchasing and rehabilitating their homes, resulting in safe, decent and affordable housing. In addition, funding will be used to provide rent and utility assistance in an effort to maintain stable housing and prevent homelessness. Finally, in partnership with CAN-DO, through its use of ESG funding, will continue to make funding available for rapid rehousing of homeless persons and persons at-risk of homelessness.

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

The Eastern Carolina Regional Housing Authority operates 21 units of public housing in the City (Dudley Court). East Carolina Human Services administers the Section 8 Housing Choice Voucher Program.

### **Actions planned during the next year to address the needs to public housing**

East Carolina Human Services will continue to issue vouchers (as available) to those at the top of the waiting list. There are no planned renovations for the 21 units at Dudley Court and no additional public housing units are planned for construction.

### **Actions to encourage public housing residents to become more involved in management and participate in homeownership**

Although CDBG funding is not allocated specifically for public housing residents, Community Development staff will continue to serve on the Section 8 Self-Sufficiency Committee. Public housing residents will continue to be made aware of and encouraged to attend Home Buyer Education classes. These classes provide information that will prepare residents for home ownership. In addition, East Carolina Human Services Agency (ECHSA) has a Homeownership Program that permits eligible participants with portable vouchers, the option of purchasing a home, with their Section 8 assistance, rather than renting. Priority consideration is also given to participants in the self-sufficiency program. ECHSA will also continue its public relations efforts with families and lenders.

### **If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

Not applicable.

### **Discussion**

The City will continue to work with residents of public housing to ensure that they have access to available resources.

## **AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

### **Introduction**

This section provides an overview of the programs that will be funded in FY16-17 that address the needs of the homeless and those with special needs. Services for homeless individuals and families and persons with special needs will continue to be provided through a network of collaborative partnerships with local non-profit organizations. During the FY15617 fiscal year the City will allocate \$30,000 in CDBG funding to support public service activities, including those that serve homeless persons.

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

#### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The City will continue to collaborate with various service providers as they work to reduce and end homelessness in the City. CAN-DO (Community Advisory Network-Developing Onslow), serves as the lead entity for the Continuum of Care and conducts the Annual Point-in-Time count of the homeless population. This organization also identifies and assesses the needs in the community, primarily those focused around homelessness.

Onslow Community Outreach provides shelter and basic needs for the homeless population. This includes services such as the Caring Community Clinic and the Soup Kitchen. Case management services are also provided.

Onslow Women's Center provides shelter and services for victims of domestic violence and sexual assault. Case management services are also provided.

Trillium Health Resources, through the Trillium Provider Network coordinates deliver of mental health, substance abuse, and intellectual/developmental disabilities services. This includes screening, assessment, evaluation; individual, family and group therapy; psychological testing; medication management; residential treatment; psychosocial rehabilitation; developmental therapy; wellness recovery education and peer support; respite; mobile crises; and more.

Family Endeavors provides supportive services for homeless veterans and their families, which include outreach, case management, help in obtaining VA benefits, emergency financial assistance and assistance in obtaining and coordinating other public benefits.

The Annual Veteran's Stand-down provides another opportunity to reach homeless persons and assess their individual needs. In addition, there are many other organizations in the community that provide direct services, assess individual needs and provide case management services. In FY16-17, the

following activities are expected to occur:

- Onslow Community Outreach will continue to provide shelter and services for homeless persons, to include rehabilitation of a new facility, of which \$280,000 in prior year funds on have been committed to assist with this effort.
- The Onslow Women's Center will continue to provide shelter and services for women and children fleeing domestic violence situations;
- CAN-DO will continue to work with community partners to stabilize families at-risk of homelessness and rapidly rehouse homeless families.
- Family Endeavors will continue to offer Community Based Services programs for homeless veterans and their families. Trillium Health Services, through the Trillium Provider Network will continue to offer a variety of services and supports.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

Prior year CDBG funds on hand in the amount of \$280,000 has been awarded to Onslow Community Outreach to assist with the rehabilitation of a facility that will serve as the new homeless shelter, day center and soup kitchen. In addition, CDBG funds and general funds have traditionally been provided on an annual basis to organizations such as Onslow Community Outreach and the Onslow Women's Center to sustain these core services. Through collaborative efforts with United Way, the Solutions for Stability Program assists with rapidly rehousing homeless persons. Finally, staff will also continue to consult and assist with capacity building efforts with non-profit organizations that have expressed an interest in providing transitional housing units in the City.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

CDBG funds have been allocated for Public Service activities and funding will be provided to Onslow Community Outreach to assist with shelter operations and delivery of services to the homeless population; Onslow Women's Center to assist with shelter operations and delivery of services to victims of domestic violence and sexual assault; United Way to assist with the Solutions for Stability program which is designed to rapidly rehouse homeless persons. While the United Way will continue to use Emergency Shelter Grant (ESG) funding to rapidly rehouse homeless individuals and families with children, for homeless persons without incomes, rapidly rehousing them is difficult.

Community Development staff also continues to serve as a resource for facilitating access for homeless individuals and families to affordable housing units. Information on affordable housing resources is



available on the City's website and in print form in the Community Development office. This information is also distributed at community meetings and events.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

As mentioned above, the City will make \$30,000 in CDBG funds available to assist with public service activities, including those that meet the needs of homeless persons. In addition, a number of the organizations participating in the CoC provide case management services. Case management focuses on identifying resources within the community and making the necessary referrals to ensure the direct assistance is provided to minimize the risk for homelessness. There are ongoing case management services provided through organizations such as the Onslow County Department of Social Services, Trillium Health Resources and Family Endeavors. Benevolence assistance is offered by local churches and shelters. Rent and utility assistance is offered by the Salvation Army. Onslow Community Outreach also operates the Caring Clinic which provides medical and dental assistance. The Onslow County Health Department and Department of Social Services also helps to fill the gap for individuals and families on the verge of homelessness.

## Discussion

Meeting the needs of the homeless population will continue to be a priority. Staff will continue to work collaboratively with community organizations that service the homeless in an effort to stay abreast of emerging trends and issues in the community.

<b>One year goals for the number of households to be provided housing through the use of HOPWA for:</b>
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family
Tenant-based rental assistance
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds
Total

## **AP-75 Barriers to affordable housing – 91.220(j)**

### **Introduction**

In FY16-17 the City will continue its efforts to remove barriers to affordable housing and expand affordable housing opportunities in the Downtown Neighborhood Revitalization Strategy Area. This includes implementation of a Down Payment Assistance program for home buyers interested in purchasing in the NRSA. These funds will be made available to income eligible and credit worthy buyers who are unable to access down payment assistance from the North Carolina Housing Finance Agency. Homes in the downtown NRSA are being constructed through a Public-Private Partnership with local builders. These builders agree to build affordable homes on city-owned lots. In addition to the down payment assistance that is offered, the value of the lot is provided in the form of a deferred forgivable loan for owners occupying the home for 10 years.

The City will also continue to address credit issues which pose a barrier to homeownership by offering the Home Buyer Education Class. This class includes financial management strategies for improving credit scores. One-on-one counseling is offered by Community Development staff in their capacity as Certified Housing Counselors.

The City has also allocated CDBG funds to assist with rehabilitation of owner-occupied homes. This program is designed to ensure families have access to decent, safe and affordable housing. It also serves to preserve the existing housing stock and ultimately, neighborhoods.

### **Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

There are no public policies that have been identified as creating a barrier to affordable housing.

### **Discussion**

The City of Jacksonville has many low income residents that have the ability to afford a mortgage payment, but are unable to obtain the goal of homeownership because they cannot save sufficient funds to cover the down payment and closing costs, or they have credit issues that prevent them from obtaining loan approval. The City also recognizes the need for additional affordable rental units for low income households and special needs populations. In FY16-17 \$200,000 in CDBG funding has been allocated to assist with the construction of 56 units of affordable housing. The City will continue its support of local housing initiatives by ensuring that diverse and affordable housing options are available. The City will also continue to seek opportunities to partner with non-profit organizations and for-profit developers, particularly those whom are interested in revitalization of the New River area.

## **AP-85 Other Actions – 91.220(k)**

### **Introduction**

The City of Jacksonville also provides general funds to non-profit organizations that provide resources designed to meet the underserved needs in the community. In collaboration with UNCW, the United Way and Coastal Carolina Community College, the City hosts the quarterly Non-Profit Executives Roundtable. These meetings are designed to provide capacity building opportunities to non-profit organizations that provide essential services in the community. The Community Development staff attends various meetings and events designed to inform the community of resources that exist in the community.

In addition, during FY15-16, the City created the Office of Livable Neighborhoods. The purpose of this office is to foster a "livable neighborhood" in all residential areas of the City and build relationships between the citizens and their City government. Through a reorganization effort, staff from Community Development and Community Programs will assume responsibility for this effort. As such, staff will conduct outreach and education to empower citizens to improve the quality of their neighborhoods. In addition, they will develop, coordinate and advance programs and activities which engage young citizens, improve the nonprofit community and advance knowledge of City services.

As a result of this initiative, two neighborhoods have been selected as pilot programs. Staff meets regularly with residents of Bayshore Estates and Bell Fork homes to assist with efforts to organize and working together, to address issues that have been identified by the residents.

### **Actions planned to address obstacles to meeting underserved needs**

It is anticipated that the City will continue to make general funds available in FY16-17 for nonprofit organizations. These funds may be used to support programs and services for homeless, special needs, and low-income persons.

### **Actions planned to foster and maintain affordable housing**

In an effort to educate citizens of the importance of Fair Housing laws, the City encourages local housing providers and lenders to participate in affirmative housing marketing programs. The City regularly displays Fair Housing exhibits in the area. The City also places ads in the local newspaper on G10TV to promote fair housing awareness. Fair housing education is also included on the agenda for the Home Buyer Education classes. Community Development staff will continue its outreach efforts with realtors, lenders, and other housing providers to affirmatively further fair housing.

### **Actions planned to reduce lead-based paint hazards**

Over the next year the Onslow County Health Department will continue its efforts to monitor the health

and safety risks created by lead-based paint. The Health Department will continue to administer the Lead Poisoning Prevention Program. The Lead Poisoning Prevention Program is targeted to children birth to 6 years of age and provides screening for elevated blood lead. The program also educates parents on how to prevent lead poisoning in their child. Older children are screened if lead poisoning is found in younger siblings or close contacts. There are no charges for lab services/consultation for this service at the Onslow County Health Department.

In addition, through the Residential Rehabilitation program, the City will continue to conduct lead testing on homes constructed before 1978. If lead-based paint is found, and if economically feasible, the lead will be removed or encapsulated. All contractors must have the proper lead certifications. Lead based paint brochures are also provided to applicants applying for rehabilitation assistance.

### **Actions planned to reduce the number of poverty-level families**

The City has identified census tracts 26, which includes the New River Area, has having the highest percentage of low and moderate income households, minority concentration and the highest rates of poverty. During the next year the City will continue to give priority consideration to funding activities in these areas. In addition, the City will continue its collaborative relationship with human service agencies in support of reducing the number of families living in poverty.

Currently, Onslow Community Outreach is in the process of renovating a structure to be used as a homeless shelter, day center and soup community. Part of their long term strategy, includes using the building as a community resources for housing and social programming in the New River Area.

Onslow County will continue to offer Work First Family Assistance. This program promotes personal responsibility and assists families in achieving self-sufficiency. This accomplished by providing short term cash assistance, Medicaid and daycare in order for adults to enter the workforce.

The East Carolina Human Services Agency will continue to offer its Self-Sufficiency program. Through this program, Section 8 recipients are encouraged to save money for education, job training, homeownership and other essentials.

The JobLink Career Center offers the most comprehensive anti-poverty strategy through its training and employment services. These services that will continue to be offered include:

- Skills assessments
- Job search assistance
- Resume preparation
- Job listings
- Career planning and development
- Connection to high school completion and GED
- Occupational skills training for a specific career
- Literacy skills
- Assistance with unemployment claims
- Job search and life skills classes
- Other support services, such as childcare, transportation, or other challenges that impact job success.

### **Actions planned to develop institutional structure**

The City will continue to work with a variety of agencies, both public and non-profit, in delivering services to the citizens of Jacksonville. Staff will continue to maintain key relationships with organizations by participating with internal and external groups such as:

- CAN-DO
- Coastal Carolina Community College
- Community Development Advisory Committee
- Eastern Carolina Human Services Agency
- East Carolina Regional Housing Authority
- Environmental Appearance and Beautification Committee
- Jacksonville/Onslow Chamber of Commerce
- Non-Profit Executives Roundtable
- Office of Livable Neighborhoods
- Onslow County
- Onslow County Commission for Persons with Disabilities
- Planning Board
- Quarterly Family Services Training
- Recreation and Parks Advisory Committee
- United Way

### **Actions planned to enhance coordination between public and private housing and social service agencies**

During the next year staff will continue to collaborate with the organizations listed above in an effort to stay abreast of emerging issues and trends. Staff will continue to actively serve on many of the housing and human services committees. This will allow the City to provide a broad-based community development plan with constant updates of goals and objectives.

### **Discussion**

It is anticipated that by maintaining collaborative relationships the City is able to stay abreast of emerging trends and issues in the community and will better positioned to meet these needs to the greatest extent feasible. However, with limited funding meeting the needs of underserved residents will continue to be a challenge for the City and the service providers.

## Program Specific Requirements

### AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

#### Introduction

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>0</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	90.00%

#### Discussion

The overall benefit period for this Action Plan is three consecutive years (FY15-16, FY16-17, and FY17-18). This will ensure maximum compliance with the overall benefit of 70%. However, it is anticipated that this requirement will be met each year.



## Citizen Participation Comments

### City of Jacksonville

### CDBG Community Input Meeting Comments


January 12, 2016

Category	CDBG	City	Non-Profit	Private
Programs	Site visit to educate residents of Sandy Run Apts. on available housing resources (5)	Full time Grant Writer (1)	Marine & Youth Volunteers from Future Farmers of America to manage program to provide fresh produce in New River area (2) YWCA/YMCA /pool (4)	
	Ex-offender program – recidivism (4)			
	Tenant Education Property Maintenance (5)			
Neighborhoods		Bell Fork Homes (3)		New River Area Grocery Store (2)
Infrastructure		Sidewalks on Bell Fork Rd near Hwy 17 (4) Sidewalk repair:		



	<ul style="list-style-type: none"> <li>• Brynn Marr area near W. Frances/Pine Valley/Brandywood Acres (2)</li> <li>• Henderson Drive near Jacksonville HS towards the church (1)</li> </ul> <p>Transportation - Mount schedules on bus shelters (2)</p> <p>Road repair in New River area (1)</p>
Affordable Housing	Single fathers need housing

## Public Notice



# Public Notice

**PUBLIC COMMENT AND PUBLIC HEARING  
DRAFT 2016-2017 ANNUAL ACTION PLAN  
CITY OF JACKSONVILLE**

**Community Development Block Grant Program  
Available for Public Review April 3, 2016 – May 3, 2016  
Public Hearing – April 19, 2016**

Citizens of Jacksonville are hereby notified that the Community Development Division has completed a draft of the Annual Action Plan for FY 2016-2017, consistent with requirements of the US Department of Housing and Urban Development (HUD). The Annual Action Plan contains the City's plan for utilization of its annual allocation of funds to be received from HUD in 2016.

It is estimated that in FY 2016-2017 the City will receive \$343,231 in entitlement funding and approximately \$176,740 in program income for a total of \$519,971 to be used for eligible programs to include: Clearance and Demolition, Nonprofit Funding, Residential Rehabilitation, Affordable Housing, Program Administration and Project Delivery.

The Annual Action Plan is **available for public review** and comment, from April 3, 2016 - May 3, 2016, during normal business hours, at the Community Development Division, City Hall, 815 New Bridge Street. All comments will be addressed.

A **Public Hearing** on this plan will also be held on Tuesday, April 19, 2016 at 7:00 p.m. during the regular City Council meeting.

For more information on this plan, or if you have any questions or comments, please contact Lillie R. Gray, Community Development Administrator during normal business hours, at 910.938.5285 or TDD 910.455.8852. You may request an accommodation for a disabling condition in order to attend meetings. If you have not already made a request prior to the meeting, you may do so with the City's ADA Coordinator Carmen K. Miracle, at 910 938-5224 or TDD 910 455-8852. Such request should be made at least twenty-four hours prior to the meeting.

City of Jacksonville  
910 938-5200 City Hall

JacksonvilleNC.gov  
City Hall: 815 New Bridge St

Annual Action Plan  
2016

50

## **Grantee SF-424's and Certification(s)**



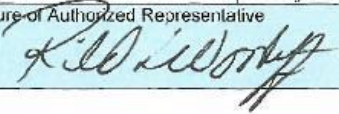
# SF 424

The SF 424 is part of the CPMP Annual Action Plan. SF 424 form fields are included in this document. Grantee information is linked from the 1CPMP.xls document of the CPMP tool.

## SF 424

Complete the fillable fields (blue cells) in the table below. The other items are pre-filled with values from the Grantee Information Worksheet.

Date Submitted 05/11/16	Applicant Identifier	Type of Submission	
Date Received by state	State Identifier	Application	Pre-application
Date Received by HUD	FORMTEXT Federal	<input type="checkbox"/> Construction	<input type="checkbox"/> Construction
	B-16-MC-37-C014	<input checked="" type="checkbox"/> Non Construction	<input type="checkbox"/> Non Construction
<b>Applicant Information</b>			
City of Jacksonville City of Jacksonville		NC371452 JACKSONVILLE	
Street Address Line 1 - 815 New Bridge Street		Organizational DUNS: 195838776	
Street Address Line 2 - PO Box 128		Organizational Unit	
City - Jacksonville	North Carolina	Department: Planning & Development Services	
ZIP: 28541	Country U.S.A.	Division: Community Development	
<b>Employer Identification Number (EIN):</b>		County: Onslow	
56-6000232		Program Year Start Date (07/01)	
<b>Applicant Type:</b>		<b>Specify Other Type if necessary:</b>	
Local Government: Township		Specify Other Type	
<b>Program Funding</b>		<b>U.S. Department of Housing and Urban Development</b>	
Catalogue of Federal Domestic Assistance Numbers; Descriptive Title of Applicant Project(s); Areas Affected by Project(s) (cities, Counties, localities etc.); Estimated Funding			
<b>Community Development Block Grant</b>		14.218 Entitlement Grant	
CDBG Project Titles		Description of Areas Affected by CDBG Project(s) City limits of Jacksonville	
SCDBG Grant Amount \$343,231	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income \$176,740		Other (Describe)	
Total Funds Leveraged for CDBG-based Project(s)			
<b>Home Investment Partnerships Program</b>		14.239 HOME	
HOME Project Titles		Description of Areas Affected by HOME Project(s)	
SHOME Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	

\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for HOME-based Project(s)			
<b>Housing Opportunities for People with AIDS</b>		14.241 HOPWA	
HOPWA Project Titles		Description of Areas Affected by HOPWA Project(s)	
\$HOPWA Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for HOPWA-based Project(s)			
<b>Emergency Shelter Grants Program</b>		14.231 ESG	
ESG Project Titles		Description of Areas Affected by ESG Project(s)	
\$ESG Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for ESG-based Project(s)			
Congressional Districts of: 3		Is application subject to review by state Executive Order 12372 Process?	
Applicant Districts: 3	Project Districts: 3		
Is the applicant delinquent on any federal debt? If "Yes" please include an additional document explaining the situation.		<input type="checkbox"/> Yes	This application was made available to the state EO 12372 process for review on DATE
		<input checked="" type="checkbox"/> No	Program is not covered by EO 12372
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A	Program has not been selected by the state for review
Person to be contacted regarding this application			
First Name: Lillie	Middle Initial: R.	Last Name: GRAY	
Title: CD Administrator	Phone: 910-938-5285	Fax: 910-938-5044	
eMail: lgray@jacksonvillenc.gov	Grantee Website: www.jacksonvillenc.gov	Other Contact:	
Signature of Authorized Representative 		Date Signed 05/11/16	





## CPMP Non-State Grantee Certifications

Many elements of this document may be completed electronically, however a signature must be manually applied and the document must be submitted in paper form to the Field Office.

- ☐ This certification does not apply.  
☒ This certification is applicable.

### NON-STATE GOVERNMENT CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing** -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

**Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

**Drug Free Workplace** -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about --
  - a. The dangers of drug abuse in the workplace;
  - b. The grantee's policy of maintaining a drug-free workplace;
  - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
  - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will --
  - a. Abide by the terms of the statement; and
  - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted --
  - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
  - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of

**Anti-Lobbying** -- To the best of the jurisdiction's knowledge and belief:

8. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
9. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
10. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

**Authority of Jurisdiction** -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

**Consistency with plan** -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

  
\_\_\_\_\_  
Signature/Authorized Official

05/011/16

Date

Richard L. Woodruff

Name

City Manager

Title

PO Box 128

Address

Jacksonville, NC 28541-0128

City/State/Zip

(910) 938-5220

Telephone Number

- ☐ This certification does not apply.  
☒ This certification is applicable.

### Specific CDBG Certifications

The Entitlement Community certifies that:

**Citizen Participation --** It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

**Community Development Plan --** Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

**Following a Plan --** It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

**Use of Funds --** It has complied with the following criteria:

11. Maximum Feasible Priority - With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
12. Overall Benefit - The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2015, 2016, 2017, (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
13. Special Assessments - It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

**Excessive Force --** It has adopted and is enforcing:

14. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
15. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its



City of Jacksonville

---

**Compliance With Anti-discrimination laws** -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

**Lead-Based Paint** -- Its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K and R, of title 24:

**Compliance with Laws** -- It will comply with applicable laws.

  
Signature/Authorized Official

05/11/16

Date

Richard L. Woodruff

Name

City Manager

Title

PO Box 128

Address

Jacksonville, NC 28541-0128

City/State/Zip

910-938-5220

Telephone Number

City of Jacksonville

---

- ☒ This certification does not apply.  
☐ This certification is applicable.

**OPTIONAL CERTIFICATION  
CDBG**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities, which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

\_\_\_\_\_  
Signature/Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Address

\_\_\_\_\_  
City/State/Zip

\_\_\_\_\_  
Telephone Number

City of Jacksonville

---

- ☒ **This certification does not apply.**  
☐ **This certification is applicable.**

### Specific HOME Certifications

The HOME participating jurisdiction certifies that:

**Tenant Based Rental Assistance** -- If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

**Eligible Activities and Costs** -- it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

**Appropriate Financial Assistance** -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

\_\_\_\_\_  
Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

City of Jacksonville

---

- ☒ This certification does not apply.  
☐ This certification is applicable.

### HOPWA Certifications

The HOPWA grantee certifies that:

**Activities --** Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

**Building --** Any building or structure assisted under that program shall be operated for the purpose specified in the plan:

1. For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility.
2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

---

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

- ☒ This certification does not apply.  
☐ This certification is applicable.

#### ESG Certifications

I, \_\_\_\_\_, Chief Executive Officer of **Error! Not a valid link.**, certify that the local government will ensure the provision of the matching supplemental funds required by the regulation at 24 *CFR* 576.51. I have attached to this certification a description of the sources and amounts of such supplemental funds.

I further certify that the local government will comply with:

1. The requirements of 24 *CFR* 576.53 concerning the continued use of buildings for which Emergency Shelter Grants are used for rehabilitation or conversion of buildings for use as emergency shelters for the homeless; or when funds are used solely for operating costs or essential services.
2. The building standards requirement of 24 *CFR* 576.55.
3. The requirements of 24 *CFR* 576.56, concerning assurances on services and other assistance to the homeless.
4. The requirements of 24 *CFR* 576.57, other appropriate provisions of 24 *CFR* Part 576, and other applicable federal laws concerning nondiscrimination and equal opportunity.
5. The requirements of 24 *CFR* 576.59(b) concerning the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.
6. The requirement of 24 *CFR* 576.59 concerning minimizing the displacement of persons as a result of a project assisted with these funds.
7. The requirements of 24 *CFR* Part 24 concerning the Drug Free Workplace Act of 1988.
8. The requirements of 24 *CFR* 576.56(a) and 576.65(b) that grantees develop and implement procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted with ESG funds and that the address or location of any family violence shelter project will not be made public, except with written authorization of the person or persons responsible for the operation of such shelter.
9. The requirement that recipients involve themselves, to the maximum extent practicable and where appropriate, homeless individuals and families in policymaking, renovating, maintaining, and operating facilities assisted under the ESG program, and in providing services for occupants of these facilities as provided by 24 *CFR* 76.56.
10. The requirements of 24 *CFR* 576.57(e) dealing with the provisions of, and regulations and procedures applicable with respect to the environmental review

authorities as specified in 24 *CFR* Part 58.

11. The requirements of 24 *CFR* 576.21(a)(4) providing that the funding of homeless prevention activities for families that have received eviction notices or notices of termination of utility services will meet the requirements that: (A) the inability of the family to make the required payments must be the result of a sudden reduction in income; (B) the assistance must be necessary to avoid eviction of the family or termination of the services to the family; (C) there must be a reasonable prospect that the family will be able to resume payments within a reasonable period of time; and (D) the assistance must not supplant funding for preexisting homeless prevention activities from any other source.
12. The new requirement of the McKinney-Vento Act (42 *USC* 11362) to develop and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons. I further understand that state and local governments are primarily responsible for the care of these individuals, and that ESG funds are not to be used to assist such persons in place of state and local resources.
13. HUD's standards for participation in a local Homeless Management Information System (HMIS) and the collection and reporting of client-level information.

I further certify that the submission of a completed and approved Consolidated Plan with its certifications, which act as the application for an Emergency Shelter Grant, is authorized under state and/or local law, and that the local government possesses legal authority to carry out grant activities in accordance with the applicable laws and regulations of the U. S. Department of Housing and Urban Development.

Signature/Authorized Official	Date
Name	
<div style="border: 1px solid black; height: 20px;"></div>	
Title	
<div style="border: 1px solid black; height: 20px;"></div>	
Address	
<div style="border: 1px solid black; height: 20px;"></div>	
City/State/Zip	
<div style="border: 1px solid black; height: 20px;"></div>	
Telephone Number	



- ☐ This certification does not apply.  
☒ This certification is applicable.

## APPENDIX TO CERTIFICATIONS

### Instructions Concerning Lobbying and Drug-Free Workplace Requirements

#### Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

#### Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address, city, county, state, zip code). Check if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace is required by 24 CFR part 21.

Place Name	Street	City	County	State	Zip
City Hall	815 New Bridge St	Jacksonville	Onslow	NC	28541

7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules: "Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15); "Conviction" means a finding of guilt (including a plea of *nolo contendere*) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes; "Criminal drug statute" means a Federal or non-Federal

City of Jacksonville

---

controlled substance; "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including:

- a. All "direct charge" employees;
- b. all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and
- c. temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

Note that by signing these certifications, certain documents must be completed, in use, and on file for verification. These documents include:

1. Analysis of Impediments to Fair Housing
2. Citizen Participation Plan
3. Anti-displacement and Relocation Plan

  
Signature/Authorized Official

05/11/16

Date

Richard L. Woodruff

Name

City Manager

Title

PO Box 128

Address

Jacksonville, NC 28541-0128

City/State/Zip

910-938-5220

Telephone Number



